CC#2

Circular Letter No. 3

September 30, 1903

Superintendent of Schools

Gentlemen:

Permit me to call your attention, and in turn please call the attention of your principals and teachers, to the fact that graded teachers are required to remain in the c class-room and to assist the special teacher or teacher of English when the latter is teaching the English lesson, the drawing lesson, the music lesson, or whatever special work the teacher is engaged to perform. In all such cases the regular graded teacher must not absent himself or herself from the room during such period, but must aid the special teacher not only in the preservation of the proper discipline but in the teaching of the subject in hand with a view to becoming as competent to teach the special subject in the absense of the special teacher as the special teacher is himself.

Yours very truly,

Samuel McCune Lindsay

Commissioner of Education